PERFORMANCE WORK STATEMENT

Contract Number: N66001-15-D-0056
Task Order: 0006
Tracking number: 5190-H0007
Task Order Title: G-TSCMIS O&M and Training Support
Date: 12 August 2015

1.0 SCOPE

The scope of this task is to provide program management for the Global Theater Security Cooperation Management Information System (G-TSCMIS) Program.

1.1 BACKGROUND

The Joint Staff has determined that database support is required to customize, populate, and implement the United States Pacific Command (USPACOM) G-TSCMIS. G-TSCMIS is the security cooperation planning, reporting, and assessment tool for all Combatant Command (COCOM) and Service engagement planners to include their Components, Subordinate-Unified Commands, standing Joint Task Forces, direct reporting units, and headquarters staff. G-TSCMIS is intended to be the common link between engagement planning, execution, analysis, and assessment. It is the communication conduit through which engagement activities, resources, and events are identified and linked to end states and objectives for each country, region and theater during the planning and execution cycle. G-TSCMIS allows tracking and display of engagement activities in support of activity managers and senior decision-makers in their support of Unmanned Systems, Security Systems, Airspace Control, Maritime, Anti-Terrorism/Force Protection (AT/FP), and command, control, communications, computers, and intelligence (C4I) Surveillance Systems, in the water, on the ground, and in the air.

As an integral part of global theater security C4I systems, G-TSCMIS requires varying degrees of program management, system or database analysis, provision of technical services, and regional training support related to the ongoing test and evaluation of the G-TSCMIS and systems and database(s). This task award provides on-going program management, training and customer support to G-TSCMIS for both USPACOM and its Components, Subordinate-Unified Commands and Joint Task Forces; and the U.S. Army at the Pentagon, Washington, D.C. and its Components, Subordinate-Unified Commands and Joint Task Forces.

2.0 APPLICABLE DOCUMENTS

In the event of a conflict between the text of the Performance Work Statement (PWS) and the references cited herein, the text of the PWS shall take precedence. Nothing in the document, however, shall supersede applicable laws and regulations, unless a specific exemption has been obtained. Any MIL Documents, used in the individual delivery/task orders, shall have been reviewed in accordance with DOD 4120.24-M, Defense Standardization Program (DSP) Policies and Procedures, and USD Policy Memo 05-3. The following documents are for guidance only, except where invoked for a specific section of this PWS.

2.1   Chairman of the Joint Chiefs of Staff Manual 3113.01A, 31 May 2000

2.2   Joint Capabilities Requirement Manager (JCRM) Development, Integration and Support, 27July 2009

2.3   Office Secretary of Defense (OSD) Global Employment of Forces, 2010-2012

2.4   The Defense Resources Management Study Program (DRMS), 3 June 2010

2.5   OPNAVINST F3300.53C (Series), Navy Antiterrorism Program

2.6   DOD 5220.22-M (Series), National Industrial Security Program Operating Manual (NISPOM)

2.7   National Security Decision Directive 298 (Series), National Operations Security Program (NSDD) 298

2.8   DOD 5205.02E (Series), DOD Operations Security (OPSEC) Program

2.9   OPNAVINST 3432.1A (Series), DON Operations Security

2.10   SPAWARINST 3432.1 (Series), Operations Security Policy

3.0   TECHNICAL REQUIREMENTS

3.1   USPACOM/J45 Program Management Support Requirements

3.1.1   The contractor will support the development of USPACOM G-TSCMIS policy and assist in the planning and implementation of G-TSCMIS for all security cooperation activities in USPACOM.

3.1.2   The contractor will collaborate and coordinate with program and USPACOM staff to determine G-TSCMIS program scope and goals.

3.1.3   The contractor will manage and communicate program changes, revisions, and new iterations in order to achieve program goals.

3.1.4   The contractor will plan and schedule program timelines, track deliverables, and report progress to USPACOM staff, Service Components, and Defense Security Cooperation Agency stakeholders.

3.1.5   The contractor will act as the USPACOM's G-TSCMIS Organizational Data Manager and will provide direction to Sub-Organizational Data Managers in the Pacific Fleet (PACFLT), US Army Pacific (USARPAC), Pacific Air Forces (PACAF), Marine Forces Pacific

(MARFORPAC), Special Operations Command Pacific (SOCPAC), Direct Reporting Units, and J-Code Directorates of USPACOM.

3.1.6   The contractor shall provide subject matter expertise in support of G-TSCMIS Working Group, G-TSCMIS Community of Interest, (and other similar bodies') and assist the Government with resolving G-TSCMIS issues promulgated by the Joint Staff Development Agency, Services, Defense Agencies, and other regional Commanders.

3.1.7   The following IA workforce categories, levels, training, and certifications are required for contractor personnel under this task order: Information Assurance Technical (IAT) Level II is required, with Security+ serving as primary qualifying certification.

3.1.8   The Contractor shall ensure that personnel accessing information systems have the proper and current IA certification (SIPRnet account) to perform IA functions in accordance with DoD 8570.01-M, Information Assurance Workforce Improvement Program. The Contractor shall meet applicable information assurance certification requirements, including (a) DoD-approved IA workforce certifications appropriate for each specified category and level and (b) appropriate operating system certification for information assurance technical positions as required by DoD 8570.01-M. Contractor personnel who do not have proper and current certifications (within 6 months of task order award) shall be denied access to DoD information systems for the purpose of performing information assurance functions.

3.1.9   The contractor shall provide documentation supporting the information assurance certification status of personnel performing information assurance functions, reporting current IA certification status and compliance using **CDRL (A002)** Contractor Roster, DI-MGMT-81596 in the format prescribed by the COR.

3.2   Training Support Requirements

3.2.1   The contractor shall be the USPACOM G-TSCMIS Subject Matter Expert and Lead G-TSCMIS Trainer.

3.2.2   The contractor shall provide initial and advanced follow-on training of the basic use and access to G-TSCMIS at the individual and group level. The responsibilities include not only training the USPACOM staff but also (as required) the Sub-Organizational Data Managers of USARPAC, MARFORPAC, PACAF, PACFLT, SOCPAC, Direct Reporting Units, and J-Code Directorates of USPACOM.

3.2.3   The contractor shall provide GTSCMIS briefs and demonstrations to spread awareness of the G-TSCMIS application and explain the benefits of the application in the commander's decision making process.

3.3   Customer Service Requirements

3.3.1   The contractor shall provide basic on-site customer technical assistance and system administration support, on request, to augment customer support available through the dedicated

G-TSCMIS help desk support line. The Program Manager will also serve as the HQ USPACOM focal point for G-TSCMIS for advocacy of customer technical questions.

3.3.1   The contractor customer service duties shall also consist of, at a minimum, the daily vetting and approval of system user accounts for HQ USPACOM, focal point for G-TSCMIS-related customer technical questions, and documentation of customer recommended upgrades to the system.

3.3.2   The contractor shall provide G-TSCMIS-related support during conferences and other meetings to include: Account activation and deactivation requests; e-mail, telephonic, and in office requests for technical support; conference and meeting support request for G-TSCMIS data.

3.4   G-TSCMIS Quality Assurance and Reporting Requirements

3.4.1   The contractor shall manage the customization of the database construct by adding, when needed, military engagement themes, sub-categories and resources.

3.4.2   The contractor shall manage and edit G-TSCMIS objectives under the 5 Tier structure while generating quarterly quality assurance reports in an effort to ensure data integrity.

3.4.3   G-TSCMIS reporting shall include but not be limited to supporting the following:

3.4.3.1 Executive overview: The contractor shall evaluate the G-TSCMIS capability to allow the user to obtain an executive overview (in the format and with the embedded links currently in use) that automatically combines data drawn from any COCOM, services and agency.

3.4.3.2 Linking events to objectives: The contractor shall evaluate the G-TSCMIS ability to allow a user to tag events entered therein to country-specific objectives specified by the applicable combatant command.

3.4.3.3 Manpower and dollar resource demand reporting: The contractor shall evaluate the G-TSCMIS capability to generate reports of resources associated with security cooperation activities. Such items shall encompass G-TSCMIS's ability to allow the user to specify the parameters of dollar resource reports, to include funding categories such as Management Decision Package, Army Program Element (APE) code or other categories (e.g., Title 22 USC sources) by year, quarter or month. G-TSCMIS model shall allow the user to specify manpower resource reports, to include by man-years per country or agency and manpower demand over time in both tabular and graphic presentation.

3.4.3.4 Data Summarization: The contractor shall evaluate G-TSCMIS ability to summarize data entered into event "resources" tab by fund category, COCOM AOR, or country link over time.

3.5   The contractor shall complete a Contractor's Progress, Status and Management Report monthly (**CDRL A001**).

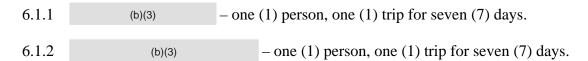**4.0   GOVERNMENT FURNISHED INFORMATION/MATERIAL/PROPERTY**

None.

5.0   CONTRACTOR FURNISHED MATERIAL

None.

6.0   TRAVEL

6.1   The following travel is for estimating purposes only. It is anticipated that the following travel requirements may be necessary for the Base Year and Option Years 1 through 4 (same locations for both the base year and all option years):

6.1.1   (b)(3)   – one (1) person, one (1) trip for seven (7) days.

6.1.2   (b)(3)   – one (1) person, one (1) trip for seven (7) days.

Note: All travel and/or travel changes shall be requested in writing and approved in advance by the Contracting Officer's Representative.

7.0   SECURITY

7.1   The nature of this task requires access to Secret information. The work performed by the Contractor will include access to unclassified and up to Secret data, information, meetings, and spaces.

7.2   Anti-Terrorism/Force Protection (AT/FP) briefings are required for all personnel (Military, DOD Civilian, and contractor) per OPNAVINST F3300.53C. Contractor employees must receive the AT/FP briefing annually. The briefing is available at https://atlevel1.dtic.mil/at/, if experiencing problems accessing this website contact ssc_fortrav@navy.mil.

7.3   As required by National Industrial Security Program Operating Manual (NISPOM) Chapter 1, Section 3, contractors are required to report certain events that have an impact on: 1) the status of the facility clearance (FCL); 2) the status of an employee's personnel clearance (PCL); 3) the proper safeguarding of classified information; 4) or an indication that classified information has been lost or compromised. Contractors working under SSC Pacific contracts will ensure information pertaining to assigned contractor personnel are reported to the Contracting Officer Representative (COR)/Technical Point of Contact (TPOC), the Contracting Specialist, and the Security's COR in addition to notifying appropriate agencies such as Cognizant Security Agency (CSA), Cognizant Security Office (CSO), or Department Of Defense Central Adjudication Facility (DODCAF) when that information relates to the denial, suspension, or revocation of a security clearance of any assigned personnel; any adverse information on an assigned employee's continued suitability for continued access to classified access; any instance of loss or compromise, or suspected loss or compromise, of classified

information; actual, probable or possible espionage, sabotage, or subversive information; or any other circumstances of a security nature that would affect the contractor's operation while working under SSC Pacific contracts.

7.4   Operations Security: OPSEC is a five step analytical process (identify critical information; analyze the threat; analyze vulnerabilities; assess risk; develop countermeasures) that is used as a means to identify, control, and protect unclassified and unclassified sensitive information associated with U.S. national security related programs and activities. All personnel working under this task will at some time handle, produce or process Critical Information or CPI, and therefore all Contractor personnel must practice OPSEC. All work is to be performed in accordance with DoD OPSEC requirements, and in accordance with the OPSEC attachment to the DD254.

8.0   PLACE OF PERFORMANCE

Work on this task order will be performed at _____ (b)(3) _____

9.0   PERFORMANCE BASED CRITERIA

9.1   Performance Requirement
The contractor shall provide services and deliverables in accordance with this Performance Work Statement (PWS) and in accordance with the attached task order Contract Data Requirements List (CDRL) DD Form 1423-1.

9.2   Performance Standard
The contractor's performance shall meet all of the requirements of this PWS and comply with all applicable guidance, directives, and standards. The contractor shall deliver all task order data items in accordance with the authorities, content, format, media, marking, applications, quantities, frequency and submission date, delivery method, addressee, and DD250 requirements specified in the CDRL for each data item.

9.3   Acceptable Quality Level
The effectiveness of the contractor's services and/or deliverables will be measured for 100% compliance with the PWS and CDRL requirements.

9.4   Method of Surveillance
The Government will monitor and assess the contractor's performance against the Acceptable Quality Level in accordance with this task order's Quality Assurance Surveillance Plan (QASP).

9.5   Incentive
Failure to meet acceptable quality levels may result in an unsatisfactory past performance report by the Government.